



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY RECRUITING BATTALION ALBANY
21 AVIATION ROAD
ALBANY, NEW YORK 12205-1131

RCNE-AL-CO

6 June 2003

MEMORANDUM FOR All Battalion Personnel

SUBJECT: Policy Memorandum #20: Uniform Policy

1. The uniform policy for battalion personnel is:

a. The only authorized duty uniform, to include Saturdays, is the Class B Uniform (short sleeve or long sleeve with tie; ribbons and badges optional). All soldiers will be in proper uniform NLT one hour after office opens.

b. Authorized headgear will be worn at all times when moving to and from vehicles and buildings such as MEPS, CLTs, Recruiting Stations, and schools.

c. Civilian clothing is authorized for social events only with the permission of the Battalion.

d. The USAREC patch will be worn while wearing the Class A or Battle Dress Uniform.

e. BDUs or MOS related uniforms are authorized when it will assist with recruiting effort, such as school and job fairs. Company Commanders have the authority to allow the wear of BDUs or MOS related uniforms on such occasions.

2. Exceptions to this policy will be requested through the command channels, and will normally be granted for soldiers meeting with the public outside the boundaries of the MEPS. These privileges can be removed if soldiers abuse or violate this policy.

3. PT uniform. The standard Army or Battalion issued PT uniform will be worn for scheduled unit PT sessions. The shirt will be tucked inside the shorts and PT shoes with socks will be worn. All male soldiers will be shaven while in PT uniform. Female soldiers will have their hair up off their collars IAW AR 670-1. When conducting individual PT, soldiers may wear civilian attire that is in good taste.

4. Point of contact is the Battalion Command Sergeant Major at (518) 438-1104.


SANDRA E. LUFF
LTC, MI
Commanding